

## **Non-Residential Design Review Committee Meeting Minutes December 13, 2013**

The Bethany Beach Non-Residential Design Review Committee (NRDRC) held a meeting on Friday, December 13, 2013 at 2:00 p.m. in the Town Council Meeting Room, 214 Garfield Parkway, Bethany Beach, DE.

Members present: Lew Killmer, who presided; Faith Denault; John Hendrickson; and Susan Frederick, Building Inspector.

Excused member: Jim Weisgerber

Also present: John Burbage, representing Jack Burbage/Bethany Boardwalk Group, LLC; and Lindsey Good, Administrative Secretary.

### **Call to Order**

Mr. Killmer called the meeting to order at 2:00 p.m.

### **Approval of the Agenda**

Mr. Killmer made a recommendation to remove *Item IV. New Business (A) The Purpose of the meeting is to discuss and vote on an application submitted by Sandy and Lori Smyth, tenants of 98 Garfield Parkway, Unit 104 "Tidepool Toys & Games", for a new sign for property located at Lots 7-12, Block 106, in the C-1 Commercial Zoning District, Bethany Beach, DE* from the agenda and modify *Item VI. Approval of Minutes From the Meetings Held on October 11, 2013 and November 8, 2013* so that it states *Item VI. Approval of Minutes From the Meeting Held on December 6, 2013.*

Mr. Killmer made a motion to approve the agenda as amended. Mr. Hendrickson seconded the motion and it was unanimously approved.

### **Old Business**

*The purpose of the meeting is to continue the discussion and possibly vote on the application submitted by Jeff Schoellkopf, Architect for Mr. Jack Burbage/Bethany Boardwalk Group, LLC for the construction of a hotel to be located at Block 106, Lot 1 and Block 110, Lots 9, 10 and 11 in the CL-1 Commercial Lodging Zoning District, Bethany Beach*

Mr. Killmer made a motion to approve the application submitted by Mr. Jack Burbage with following conditions that must be reviewed and approved by the NRDRC at the appropriate times during the construction of the hotel:

- *Trash/Loading Area: The type of door that will be used (overhead, sliding, etc.); How the trash will be removed and by who (Town or Private Hauler); The times and the number of expected deliveries.*
- *Parking Garage Lighting: There needs to be made a documentable accountability for the actual foot-candles or illumination levels. There must be a minimal amount of lighting spill-over that will not negatively impact the nearby residential properties.*

- *Hotel Signage: The applicants will be required to file an application for any new signage to review the number of signs, the size and style, the locations, sign lighting and hours of illumination.*
- *External Hotel Lighting: Review and final approval needs to be made prior to the installation.*
- *Retractable Pool Roof: (yes or no) and what is the alternative if the answer is no?*
- *A final review and approval of the landscaping plans.*

Ms. Frederick seconded the motion and it was unanimously approved.

Mr. Hendrickson mentioned that Mr. and Mrs. Tietz, property owners who reside nearby to the property, expressed concern at the last meeting regarding the plans for view of the dumpster and parking garage of the hotel. He explained that he met with Mr. and Mrs. Tietz after the meeting at their home to further address their concerns, and they are now much more understanding and comfortable with the plans for the proposed hotel.

Mr. Killmer asked Mr. John Burbage if he and Mr. Jack Burbage have reviewed the conditions and are comfortable with them. Mr. Burbage replied that they have reviewed the conditions and are in agreement with them.

#### **Approval of the Minutes From the Meeting Held on December 6, 2013**

Ms. Denault made a motion to approve the minutes from the meeting held on December 6, 2013. Mr. Hendrickson seconded the motion and it was unanimously approved.

#### **Motion to Adjourn**

Ms. Denault made a motion to adjourn the meeting. The motion was seconded by Mr. Hendrickson and unanimously approved. The meeting was adjourned at 2:08 p.m.

Respectfully Submitted:

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Lindsey Good, Administrative Secretary